

INFORMATION REGARDING CASE UPLOAD

Before attempting to use your case upload feature within your bankruptcy petition software, please contact your bankruptcy petition software vendor regarding the following:

- ★ Use of the one-touch feature (case upload*)**
- ★ The ability to switch between the live database and the training database**
- ★ Configuring your software to include/exclude the appropriate documents in the correct sequence, ie:**

**Voluntary Petition (page 1 and 2)
Summary of Schedules
Schedules A - J
Declaration Concerning Schedules
Statement of Affairs
Statement of Intention**

- ★ Where the software stores the documents in your computer once they have been created**

***You can only use the CASE UPLOAD feature in Chapter 7 and Chapter 13 cases that have all required documents.**